

## **SCHOOL OF CRIMINAL JUSTICE**

### **HONORS-OPTION POLICY**

The School is authorized to offer honors options (H-Options) in all classes. The H-Option is defined as "more extensive or more advanced work than is required of all students in a regular course" (Honors College, 2016). The Honors College stipulates that the H-Option should serve to "enable students, with the consent and guidance of faculty, to undertake Honors-caliber study and to receive Honors credit for it in many non-Honors courses" (Honors College, 2016).

Tenure-stream faculty, Ph.D. trained fixed-term faculty, and Ph.D. trained academic specialists who have been identified by the unit as qualified to teach a course unsupervised are authorized to offer H-Options in their classes. The instructors who are teaching courses unsupervised and qualified as instructors of record based on the combination of their experience in the professional field and attainment of the terminal Master's degree (as designated for the profession/field) are also allowed to offer H-Options in their classes. Graduate students teaching classes may not offer H-Options.

The instructor of record teaching a class must approve the format, timeline, and scope of the project intended to fulfill the H-Option in the class. The H-option may be fulfilled by submitting a research paper of satisfactory quality, or by executing other projects requiring a commensurate amount of study and reflection (e.g., preparing and delivering a presentation, participating in research, making a video).

Students who want to take an H-Option in a criminal justice class are required to have a minimum cumulative GPA of 3.0. The minimum cumulative GPA prerequisite does not apply to incoming freshmen.

The student interested in the H-Option and the instructor of record teaching the class have to sign the H-Option Agreement before the deadline to drop full-semester courses with no grade reported (the mid-point of the semester). All signed H-Options have to be submitted to the School's Undergraduate Secretary before the drop deadline.

Students taking a class with an H-Option are required to have a minimum final course grade of 3.0 in the respective class to be receive the H-Option designation.

## HONORS OPTION AGREEMENT

*This form is provided for the benefit of students and professors seeking clarity and accountability in the Honors Option process. Once signed, it is as binding as any other signed agreement; in other words, it cannot be altered unless both parties agree.*

Due Date:

Type of Project (check all applicable):

- |   |  |
|---|--|
| <input type="checkbox"/> Independent field research | <input type="checkbox"/> Class presentation      |
| <input type="checkbox"/> Laboratory research        | <input type="checkbox"/> Additional written work |
| <input type="checkbox"/> Group discussion           | <input type="checkbox"/> Additional reading      |
| <input type="checkbox"/> Other _____                |  |

Description of Project (be very specific):

Number of Professor/Student meetings (specify per term, per week, etc.):

Course:

Student agrees to complete the above project by the specified due date. Student further agrees that, if the project is not completed by the due date, no Honors Option credit will be given for the project unless special arrangements have been made in advance.

Student agrees to notify Professor as early as possible if Student will not finish the Honors Option for any reason.

Professor agrees that the merit of the project and/or the timeliness of its completion will not affect Student's course grade in any fashion.

Professor agrees not to alter the requirements of the project after the signing of this agreement.

\_\_\_\_\_  
Student

Date: \_\_\_\_\_

\_\_\_\_\_  
Professor

Date: \_\_\_\_\_